**CUSTOM SPREADSHEET 2**

Choose one of the topics below (Restaurant or Shopping) and create a spreadsheet.

Your spreadsheet must include the following to receive full credit:

|  |  |
| --- | --- |
| Custom Spreadsheet 2 | |
| Skill/Task | Points |
| 5 columns minimum  7 rows minimum | 10 |
| Descriptive title (make sure the reader knows what they are looking at!) | 5 |
| Merge & Center | 2 |
| Different size font  Different color font  Bold | 3 |
| Appropriate column width and row height | 2 |
| Set Print Area | 4 |
| **Cell/Range borders (new skill!)** | 3 |
| **Word Wrap (new skill!)** | 3 |
| **Rename Sheet1 tab (new skill!)** | 3 |
| **Total** | **35** |

Topics (with ***suggested*** column headings)

1. Restaurants
   1. Name of restaurant
   2. Address
   3. Type of food
   4. Favorite Item
   5. Another Item
   6. Your rating?
   7. Prices ($$$,$$,$)
2. Your dream shopping excursion
   1. Store
   2. Mall or Online?
   3. Address
   4. Item purchased
   5. Color of item
   6. Price of Item